

**PLANNING COMMISSION
5 OCTOBER 2006
MINUTES**

CALL TO ORDER – Chairman Rosenberger called the meeting to order at 7:00 pm.
INVOCATION AND PLEDGE OF ALLEGIANCE – Chairman Rosenberger led the invocation followed by the Pledge of Allegiance.

Members present:

Mr. Ray Rosenberger, Chairman
Mr. Tom Derrickson
Mr. Bob Behr
Mrs. Mollie Cherrix
Mrs. Jane Wolffe

Members absent:

Mrs. Ellen Richardson
Mr. Ray Daisey

Mr. Kenny Lewis, Staff Support
Mr. Robert G. Ritter, Jr., Town Manager

AGENDA ADOPTION

Chairman Rosenberger stated that he would like to add an additional item to the agenda. Architectural Committee would be item number four.

Mrs. Wolffe motioned, seconded by Mr. Behr, to adopt the agenda. The motion was unanimously approved.

PUBLIC COMMENTS

Mr. Richard Conklin spoke in reference to off premise directional signs. He thinks the citizens and business owners deserve some type of directional sign. He referenced Main Street business owners that may need these signs once the new bridge is put in place. He hopes that the commission can come up with something to give business owners some type of an off premise directional sign.

1. REVIEW OF SIGN ORDINANCE

A. DIRECTIONAL SIGNS, OFF AND ON PREMISE – Chairman Rosenberger motioned, seconded by Mr. Derrickson to *add Sec. 7.12.4 and Sec. 7.13.6 to both read as follows: **Directional Signs(off premise) as permitted by the governing body.*** Mrs. Wolffe motioned, seconded by Mr. Behr, to send Off Premise signs to the sub-committee. The motion was unanimously approved.

B. TEMPORARY REAL ESTATE SIGNS – Mr. Derrickson motioned, seconded by Mrs. Cherrix to approve the following as written. The motion was unanimously approved. *Sec 7.3.13 Temporary Real Estate Signs - . **Real estate signs are permitted provided such sign shall not exceed four square feet in area, and 6 feet in height and shall be***

Located no closer than 25 feet from the edge of the established roadway. If the main structure is located less than 25 feet from the edge of the established roadway the sign may be placed at midpoint between the main structure and the edge of the established roadway. Display of such signs is limited to one per property. When a development contains four or more parcels/units, the developer may choose to install one sign, in lieu of individual signs, not to exceed 32 square feet in area, and shall place the sign parallel with the right-of-way. Such signs shall be removed within 30 days of the settlement or lease of the property. One directional sign may be erected if the said property is not easily visible from the adjoining state road.

7.3.13.1 Vacation rental signs. *Vacation rental signs for rentals less than 12 months to one tenant are permitted; such signs shall not exceed four square feet in area and shall be located within two feet of the structure. Display of such signs is limited to one per property. Signs shall not exceed six feet in height.*

Mrs. Wolffe motioned, seconded by Mr. Behr, to amend *Sec. 7.3.13 Temporary Real Estate Signs* to read, *Such signs shall be removed within 14 days of the settlement or lease of the property.* The motion was unanimously approved.

Mr. Behr motioned, seconded by Mrs. Wolffe, to add the following sentence to *Sec. 7.3.13.1: One directional sign may be erected if the said property is not easily visible from the adjoining state road.* The motion was withdrawn by Mr. Behr.

C. MANSARD ROOF SIGNS – Mrs. Wolffe motioned, seconded by Mr. Behr, that the definition of Mansard, *an inclined decorative roof-like projection that is attached to an exterior building façade*, as stated in the 2000 International Zoning Code, be made part of the Sign Ordinance definitions. She would also like to include the definition for Roof Line, *the top edge of a peaked roof or, in the case of an extended façade or parapet, the uppermost point of said façade or parapet* and the definition for Roof Sign, *a sign mounted on, and supported by, the main roof portion of a building, or above the uppermost edge of a parapet wall of a building and which is wholly or partially supported by such a building. Signs mounted on mansard facades, pent eaves and architectural projections such as canopies or marquees shall not be considered to be roof signs*, as also stated in the 2000 International Building Code. She would like the drawings of these included as well.

Mr. Lewis was unclear as to whether the drawings should be copied because of copyright laws.

Mrs. Wolffe stated that if the Commission would put this on the agenda for the next meeting, she would withdraw the part of the motion that includes the drawings.

Mrs. Wolffe motioned to keep Roof Signs in Sec. 7.6.5, but later rescinded the motion.

D. BALLOONS, PENNANTS, FLAGS – Mrs. Wolffe stated that she feels anything that was addressed in the sign survey should be made part of the ordinance.

Chairman Rosenberger suggested that the sign survey be added to the agenda for the next meeting and that each item on the survey be reviewed and identify what questions have

or have not been addressed, and have they or have they not established ordinances or chosen not to.

E. REVIEW OF PREVIOUS PROPOSED CHANGES TO FINALIZE FOR PUBLIC HEARING – Chairman Rosenberger stated that this should be put on the agenda for the next meeting at which time they can hopefully schedule a public meeting for November.

Mr. Lewis advised the Commission that because of all the work involved in putting all of the information together, that a January public hearing would probably be more feasible. The ordinance would need to be squared away as well as getting it typed the way it should be written. Mr. Lewis also suggested that around the beginning of November the Commission should come up with the draft ordinance, and at the regular November meeting look over the final document before it goes to public hearing.

2. COMMISSIONERS COMMENTS

Chairman Rosenberger reminded the Commission of the joint meeting with Council on Monday, October 9th. Redman and Johnston will be speaking. The next scheduled regular meeting will be October 24, 2006. Mr. Lewis advised the Commission that he would not be in attendance for this meeting and if anyone had any questions for him to please let him know as soon as possible.

Mrs. Wolffe would like to include discussion on exterior lighting on the January agenda.

3. ARCHITECTURAL COMMITTEE

Chairman Rosenberger read a draft drawn up by Mr. Behr requesting that the Town place on the website and in the Chincoteague Beacon, an advertisement announcing that the Town of Chincoteague's Planning Commission is in the process of creating a Historic Architectural Review Board to assist the Commission. Anyone interested in volunteering should contact Chairman Rosenberger.

4. ADJOURNMENT

Mr. Derrickson motioned, seconded by Mr. Behr to adjourn the meeting.

Mr. Ray Rosenberger, Chairman